How to get on the
HIGHWAY DESIGN BRANCH
Register of Qualified Private Engineering Firms

Thank you for your interest in performing services for the Highway Design Branch, North Carolina Department of Transportation.

To be considered for our register of qualified private engineering firms, we require a firm to submit a completed Private Engineering Firm Qualifications Package form (PEFQUAL-1)* and a sample of recent work plans (roadway design, structure design, geotechnical, hydraulic, photogrammetry, route surveys, etc.). Include your firm's CADD capabilities in MicroStation and Geopak. We will review these materials and be in further contact with you.

All firms offering engineering, surveying, and/or photogrammetric services in North Carolina must be properly registered with the Secretary of State as well as the North Carolina Board of Examiners for Engineers and Land Surveyors. To be considered for our list of qualified firms, each firm must submit proof of proper registration.

Private firms are used to handle staff overloads or when special expertise is needed. As noted in the policies and procedures*, priority consideration is given to North Carolina firms.

A North Carolina firm is a firm that maintains an office in North Carolina with an adequate number of employees judged by the department to be capable of performing the work required. Any firm meeting these requirements will be shown on our register of qualified firms. If a firm has a North Carolina office, but does not have individuals qualified in a specific area resident in North Carolina, that area of expertise will not be shown. If you feel your firm has a specialized expertise, let us know and we will make a determination at that time.

Again, we appreciate your interest in doing work for North Carolina and look forward to your response.

Art McMillan, PE
State Highway Design Engineer

* This form can be found at our web site: www.doh.dot.state.nc.us
  Click on Engineering Guidelines…Click on Consultant Specific…Scroll down to PEF
  Prequalifications Form & Choose